

City of Fairfax  
Parks and Recreation Advisory Board (PRAB)  
Meeting Minutes

May 14, 2020  
City of Fairfax Virtual Meeting

**PRAB Members Present:**

Brian Knapp, Vice Chair  
Mike Anderson  
Brian Cipriano  
Amir Eftekhari  
Pat Gallagher  
Evie Ifantides  
Kim Luckabaugh  
Ellie Monnig  
Sandy Moshos  
James Rich  
Sarah Ross  
Mitch Sutterfield  
Staff: Cathy Salgado  
Jamie Dodson

**Absent:**

Zinta Rodgers-Rickert, Chair

**1. Call to Order**

*Meeting called to order by Vice Chair Knapp*

**Time:** 7:01 p.m.

**2. Adoption of Agenda**

*Agenda for May 14, 2020 meeting*

*Vice Chair Knapp requested to add 4<sup>th</sup> of July Celebration discussion under New Business.*

*Motion: Sarah Ross*

*Second: Kim Luckabaugh*

*Approved unanimously*

**3. Adoption of Minutes**

*Minutes from March 12, 2020*

*Motion: Sarah Ross*

*Second: Mike Anderson*

*Approved unanimously*

**4. Presentations None**

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**5. New Business**

**a) Discussion COVID19 - Current and Future Operating Status**

Ms. Salgado reported it's been over two months since beginning effects of COVID19. All City park amenities, facilities, and centers are closed and programs cancelled. The City and department have been working hard shutting things down and working on a plan for reopening. The City has created teams to work on specific areas of closings/re-openings. One team is focused on human services (red team) and another the operations (blue team). Several department members are involved in these teams and others in addition to volunteering within the City in other ways. We are tracking all of the hours spent on COVID19 relates tasks for FEMA. She and other staff members are working cross-jurisdictionally with other Parks and Recreation Departments to allow for smooth transitions between jurisdictions. Northern Virginia jurisdictions have decided to deviate from the Governors statewide re-opening plan, by delaying Phase 1 potentially to May 29, 2020 due to the higher reported cases. Provided a run-down of possible reopening dates and phases that are subject to change. Informed the group of Mayor and City Council's approval of the FY21 Budget at last night's meeting.

**b) PRAB Service Award - Update**

Vice Chair reminded the group that the Beverley Myer has been identified as the PRAB Service Award. The next step is to pick a date to present at a City Council Meeting.

Ms. Salgado shared that it will likely be an October date. She will contact the appropriate staff and confirm.

**c) Park Spotlight - Keeping parks safe, plan for reopening**

Ms. Salgado shared that that department staff member Mac Ryan has everything under control and has a plan on how best to reopen the parks. He's using the CDC and NRPA's guidelines for best reopening practice with cleaning protocols. It is going to take a few days to reopen all of the parks and will be a staged approached. It is possible the park picnic tables may be removed or removed prior to reopening due to the nicer weather to discourage large gatherings.

**d) July 4<sup>th</sup> Celebration**

Ms. Salgado reported that the traditional July 4<sup>th</sup> parade and fireworks have been cancelled. There were a series of meetings with IDCC, City Manager and the Fire Department in addition to polling the City Council. Ultimately, due to social distancing it was decided to cancel the events. The City, specifically our department is working to create an alternative smaller event to celebrate the occasion similar to the Spring Wave Parade.

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**6. Old Business - Updates**

**a) CIP and Budget Update**

Ms. Salgado reported that two CIP items were deferred to another year, they are the performing arts feasibility study and asphalt/paving. The City is taking out a loan to cover the CIP, which allowed for the majority of the items to stay intact. The current tax rate is staying the same. All of the new initiatives the City Manager wanted to take were cut from the budget. All new positions are cut and all vacancies that are not public safety are froze. All of our department temps were let go, totaling 63 individuals. We will bring them back as we start opening and holding revenue producing programs. Parks and Recreation has taken over the composting program and all City facility mowing.

**b) Community Center Update**

Ms. Salgado shared the project is still in the budget and moving forward. Additionally, there is a virtual public meeting being held May 28, 2020 to reveal the Massey Center Masterplan. She will send the meeting information to the board and encourages anyone interested to participate.

**c) George Snyder Trail Update**

Ms. Salgado reported the project is still moving forward. A couple groups have been in contact with the City expressing questions and concerns over the trail, further discussion is needed. The 30% plans have been submitted to VDOT and comments were returned. They are now back with Stantec. The public hearing for the trail will be in October. The schedule for the shovel in the ground date is now pushed back to 2022 due delays caused by COVID19.

**7. Parks and Recreation Department Reports**

**a) Upcoming Events**

Ms. Salgado informed attendees that the Pickett Trail project was awarded to J&P last night and is going ahead with the design. The Judicial Drive Trail plans are done and with VDOT and will be holding a public hearing in July. The Fire Station Trail preliminary planning is done and being submitted for funding through VDOT this fall.

**8. Stakeholder Updates**

**a) School Board - Mitch Sutterfield**

Shared the state made several drastic budget cuts and freezes on April 22, 2020. Fairfax County met today at 1:30pm to determine their budget. The City provided the School Board a dollar amount to cut from the budget and allowed them to determine where to pull the funds from. Also, discussed possible graduation celebration options.

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**b) Planning Commission - Amir Eftekhari**

None - left meeting early

**c) Senior Center - Sandy Moshos**

Nothing to share

**d) Community Appearance Committee - James Rich**

None - left meeting early

**e) Commission on the Arts - Pat Gallagher**

Shared at this time all events have been cancelled due to COVID19. They are meeting next Tuesday to make a plan for possible future programs and are making new officer nominations.

**f) NOVA Parks - Brian Knapp**

Shared that 80% of NOVA Parks revenue comes from fees. COVID19 closures has caused a huge hit. Next Friday they will be approving the FY21 budget. They have opened the golf courses and shooting center. Provided a rundown of park amenities that are or will be reopened in the near future. Through good stewardship, NOVA Parks has set aside a reserve amount that will aid during this difficult time.

**9. Matters of the Members**

**a)** Ms. Moshso is encouraging her friends and neighbors to donate food to the upcoming food drives located at the Sherwood Center and Massey Complex.

**b)** Ms. Luckabaugh expanded on Ms. Moshos information and shared that local food pantries are struggling and empty due to COVID19. She explained how to sign up to volunteer for the food drive and to send other volunteers her way.

**c)** Mr. Sutterfield thanked everyone for the support during his School Board campaign.

**d)** Ms. Ross shared that her family has been out walking most evenings while social distancing. She requested shrubs be trimmed to allow for pedestrian safety.

**e)** Ms. Salgado shared that there is no news on when City Hall will be reopening at this time.

**f)** Ms. Monnig shared that she really enjoyed all the meetings and learned a lot during her time on PRAB and thanked the board. She has decided to pursue a

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Public Policy degree at Virginia Tech. She is working on finding her replacement and feels it is a valuable experience for students.

- g)** Mr. Knapp shared with Ms. Salgado that NOVA Parks has a float that may be available for the July 4<sup>th</sup> Celebration. Additionally, the underpass light sensor at Thaiss Park needs to be adjusted further. The pavilion roof at Van Dyck Park needs repair. Requested the small area plans that relate to PRAB be compiled and distributed to the board. Thanked Ellie for her time on PRAB and wished her well.

**10. Meeting Adjournment**

**Time:** 9:33 p.m.

***The next PRAB meeting will be held on June 11<sup>th</sup> @ 7pm virtually using GoToMeeting.***

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